

**GOVERNMENT OF THE DISTRICT OF COLUMBIA**  
**Child and Family Services Agency**



**District of Columbia Child Abuse and Neglect Prevention Program Inventory Questionnaire  
Inventory Fact Sheet**

The Council of the District of Columbia recently passed the Assessment of District Programs to Prevent Child Abuse and Neglect Act of 2006 (Subtitle N of the Fiscal Year 2007 Budget Support Act of 2006). The Act mandates the creation of an inventory of child abuse and neglect prevention programs and a gap analysis to determine what kind of prevention services are needed to reduce the incidence of child abuse and neglect in the District of Columbia.

The Child and Family Services Agency (CFSA), Office of Planning, Policy and Program Support (OPPPS) is the lead on this project. OPPPS is responsible for carrying out the assessment and reporting its findings to the Council by December 31, 2006. The Inventory Questionnaire is one of the tools that OPPPS will use to gather information for the assessment. To learn more about the Inventory Questionnaire, please read the following FAQs. Thank you in advance for your participation!

**What type of organization should complete the Inventory Questionnaire?**

1. You should complete the Inventory Questionnaire if your organization provides services in the District that prevent child abuse and neglect. There are many different approaches to preventing child abuse. Examples include (but are not limited to): public awareness campaigns; programs that teach children safety and protection skills; services that strengthen families and enhance parenting skills; respite care; early childhood programs; and home visitation programs.

These prevention services may be targeted to (1) the general public; (2) families in which abuse is more likely to occur; and (3) families in which abuse has already occurred (and the service is intended to prevent the recurrence of abuse).

**-or-**

2. You should complete the Inventory Questionnaire if your organization is a grant-making entity that provides funding for the above types of services in the District.

We realize that many organizations provide direct services and conduct grant-making. We ask that you complete the questionnaire based on your organization's **primary** function (i.e. direct services or grant making).

**Who should complete the Inventory Questionnaire?**

A member of your organization with extensive knowledge of your organization's child abuse and neglect prevention programs should complete the Inventory Questionnaire.

**What type of information will I be asked to share?**

Direct services organizations will be asked to share information about each of their child abuse and neglect prevention programs. The direct services questionnaire consists of four sections (1) Contact Information; (2) Program Information; (3) Financial Information; and (4) Program Evaluation. The grant-making questionnaire consists of two sections: (1) Contact Information and (2) Grant-making Information.

A summary of the questions you will be asked to answer is provided on pages 3-5 of this document. We suggest that you review the questions prior to getting started and gather all of the necessary information to provide responses.

**What's going to happen to the information that I enter in the Inventory Questionnaire?**

The information that you provide in the Inventory Questionnaire will become part of a city-wide inventory of child abuse and neglect prevention programs. The inventory will be presented to the Council of the District of Columbia and be made available to the public. Please note that any financial information that you provide will NOT appear in the inventory. Aggregate financial data will be included in CFSA's final report to the Council.

**How long will the Inventory Questionnaire take?**

For direct services organizations, the Inventory Questionnaire will take approximately 15 minutes for each child abuse and neglect prevention program. So, for example, if your organization has two prevention programs, the questionnaire should take approximately 30 minutes to complete. For grant-making organizations, the Inventory Questionnaire will take approximately 20 minutes to complete.

**Will I be able to enter information about more than one program?**

If your organization has multiple programs, you will have the opportunity to enter information for up to five programs (please follow the prompt at the end of the Program Evaluation section).

**What should I do if my web browser times out or is closed while I'm completing the Inventory Questionnaire?**

Just click on the link that was sent to you via email and you will be directed back to the point in the survey where you were cutoff.

**Is it okay if I forward the Inventory Questionnaire link to other organizations?**

Yes! We want to reach out to all of the organizations in the District that provide services to prevent child abuse and neglect. If possible, please forward this fact sheet along with the link.

**How long will the Inventory Questionnaire be open?**

The Inventory Questionnaire will be open until **October 14, 2006**; we would appreciate it, however, if you complete it within one business week of receiving the link.

**What should I do if I encounter problems while completing the Inventory Questionnaire?**

If you encounter any problems or have any questions please contact Loren Ganoe at 202-724-7263 or via email at [loren.ganoe@dc.gov](mailto:loren.ganoe@dc.gov).

## Inventory Questionnaire Overview

### Grant-making Organizations

Q8. What is the mission of your organization?

Q9. What types of programs does your organization fund?

Q10. What percentage of dollars in FY 2006 were allocated for child abuse and neglect prevention programs? (Please provide a dollar amount and/or percentages if possible.)

Q11. For FY 2006, please list the child abuse and neglect prevention programs that your organization funded.

Q12. How long has this organization funded child abuse and neglect prevention programs?

Q13. What do you think are the major funding priorities relating to child abuse and neglect/family strengthening services in the District of Columbia? Please indicate any types of services which you think are under-funded.

Q14. In addition to grant-making, please describe your organization's activities/services (if any).

### Direct Service Organizations

**Program Information** - In this section please provide a brief description of the program's purpose and objectives.

Q15. Program Title

Q16. When was the program established?

Q17. Please provide a brief overview of the program. Describe the program's purpose, objectives, activities, and methods used to address risk factors related to child maltreatment.

Q18. Individuals think about prevention differently. For the purpose of responding to this question, please use the descriptions provided below to indicate who this prevention program focuses on.

Everyone regardless of any history with child abuse or neglect  
People who are more likely to experience or commit child abuse or neglect  
People who have experienced or committed child abuse or neglect

Q19. Who is the program's target population? Please be as specific as possible (i.e. demographic and socio-economic factors, risk factors). Also, please indicate if this program has any eligibility requirements.

Q20. Which ward(s) does the program serve? Please check all that apply.

Q21. Is this program open to the general public?

Yes/No

Q22. Indicate the program/intervention's duration.

Q23. How often is the program offered?

Q24. Is the program offered in a language other than English?

Yes/No

Q25. How does the program recruit and retain the population served?

Q26. What types of agencies/individuals do you partner with in order to implement this program? (Please check all that apply)

Children's Trust Fund  
Child Protective Services  
Children and Families/Human Services/Social Services Agencies  
Community Partnerships and/or Community Councils  
Criminal Justice System  
Domestic Violence/Mental Health/Substance Abuse Agencies  
Early Care and Education Organizations  
Exchange Club Centers  
Faith Based Organizations  
Home Visiting Programs  
Mutual Self-Help Support Groups (ie: Circle of Parents, Parents Anonymous)  
Parent Leaders  
Public Health Agencies  
Other, please specify

**Financial Information** - In this section, please provide financial Information about this program.

Q27. What was the cost of delivering this program in FY 2006?

Q28. How many clients were served by this program in FY 2006?

Q29. Please indicate all of this program's FY 2006 funding sources (grant/contract/fee for service) and the percentage of the source represents of the program's total budget.

Q30. Will your organization seek new funding sources for this program in FY 2007?

Yes/No

Q31. If yes, please indicate which new funding sources will be sought for FY 2007 and the percentage of the source represents of the program's total budget.

**Program Evaluation** - In this section, please provide a brief description of how this program is evaluated.

Q32. Has this prevention program been evaluated for effectiveness?

Yes/No

Q33. If yes, when was this program last evaluated?

Q34. Please state the goal(s) of your evaluation.

Q35. Please describe the methods and data tools used for evaluating this program (i.e. focus groups, telephone interviews, surveys). Also indicate what percentage of clients served by the program were included in the evaluation.

Q36. Who performed this program's most recent evaluation?

Program Staff  
Consultant  
Funding Source  
Other, please specify

Q37. Please indicate which PARENT/FAMILY/CARETAKER outcomes were measured through your last evaluation. Please check all that apply and use the blank space to list additional outcomes.

Increased awareness of child abuse and neglect  
Improved quality of nurturing and attachment  
Improved communication skills  
Improved social connections  
Improved knowledge of child development  
Increased use of non-punitive discipline  
Improved life management skills  
Improved stress management skills  
Increased access to health and social services  
Increased access to economic supports and services  
Increased access to child care and respite services  
Increased resources for families with domestic violence  
N/A  
Other, please specify

Q38. Please indicate which CHILD outcomes were measured through your last evaluation. Please check all that apply and use the blank space to list additional outcomes.

Increased safety skills  
Improved quality in parental attachment  
Improved communication skills  
Improved social connections  
Improved life management skills  
Improved stress management skills  
Increased access to health and social services  
Increased access to educational support and services  
N/A  
Other, please specify

Q39. Do any of the program's funding sources require program evaluation?

Yes/No

Q40. Please share any additional information about this program that you think is relevant and/or list documentation you plan to submit via email or fax.

Q41. Please share any recommendations about the types of child abuse and neglect prevention and/or family strengthening programs that are needed in the District of Columbia.